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NEW DELHI MUNICIPAL COUNCIL  
PALIKA KENDRA: NEW DELHI  
SECRETARY ESTABLISHMENT

No. SO(E)/ 1654 /SA-I(R)/2017

Dated : 07.11.2017

VACANCY CIRCULAR

To,

1. The Secretary, Ministry of Home Affairs, North Block, New Delhi.
2. The Secretary, Department of Personnel & Training, GOI, New Delhi
3. The Secretary (Services), Govt. of NCT of Delhi, Delhi Secretariat, I.P. Estate, New Delhi.

Subject : Filling up one post of Director in NDMC on deputation basis in Level-12 of 7<sup>th</sup> CPC Pay Matrix (pre-revised scale ₹15600-39100 with Grade Pay of ₹7600/-).

Sir,

NDMC proposes to fill up one post of Director from the officers of the Central/State Govts./UTs holding analogous posts on regular basis or with five years' regular service in the post in the pre-revised pay scale of ₹15600-39100 + ₹6600/- Grade Pay (Level-11, in 7<sup>th</sup> CPC) or equivalent, possessing following educational qualifications and experience:-

- (i) Degree from a recognized university or equivalent.
- (ii) 10 years experience in administration/establishment/accounts matters.

2. The pay scale operative for the post is :-

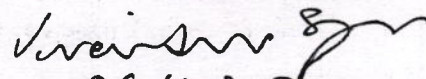
- i. Officer working in post/Grade and drawing pay in PB-3 with Grade Pay less than ₹7600/-(pre-revised) (Level-12, in 7<sup>th</sup> CPC) in parent cadre, will draw salary in PB-3 with Grade Pay of ₹7600/- (pre-revised) (Level-12, in 7<sup>th</sup> CPC) with no deputation allowance.
- ii. Officer working in post/Grade and drawing pay in PB-3 with Grade Pay of ₹7600/- (pre-revised) (Level-12, in 7<sup>th</sup> CPC) in parent cadre but less than five year service in the grade of ₹7600/- (pre-revised), will draw salary in PB-3 with Grade Pay of ₹7600/ (pre-revised) (Level-12, in 7<sup>th</sup> CPC) along with deputation allowance.
- iii. Officer working in post/Grade and drawing pay in PB-3 with Grade Pay of ₹7600/- (pre-revised) (Level-12, in 7<sup>th</sup> CPC) in parent cadre for five years or more than five, will draw salary in PB-4 with Grade Pay of ₹8700/- (pre-revised) (Level-13, in 7<sup>th</sup> CPC) with no deputation allowance.

Contd.....

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12/11/17

- iv. Officer working in post/Grade and drawing pay in PB-4 with Grade Pay of ₹8700/- (pre-revised) (Level-13, in 7<sup>th</sup> CPC) in parent cadre will draw salary in PB-4 with Grade Pay of ₹8700/- (pre-revised) (Level-13, in 7<sup>th</sup> CPC) with deputation allowance.
3. The circular along with the Proforma (Annexure-1) may also be downloaded from the NDMC website : [www.ndmc.gov.in](http://www.ndmc.gov.in).
4. Applications alongwith Curriculum Vitae of the eligible candidates and attested copies of their qualifications and experience certificates, APARs for last 5 years, vigilance/integrity certificate must reach through proper channel in the Office of Director (Personnel-I), Room No.5001, 5<sup>th</sup> Floor, NDMC, Palika Kendra, Sansad Marg, New Delhi-110001 latest by 06.12.2017. The envelope containing application should be superscripted "APPLICATION FOR THE POST OF DIRECTOR".
5. Applications received after the closing date or without any of the aforesaid documents or otherwise found incomplete or not in the prescribed proforma are liable to be rejected.

Yours faithfully,



06.11.2017  
(Virender Singh)

Director (Personnel)  
Tel. No. 23744227

Encls. : As above

Copy to :-

1. Jt. Director (IT) is requested to upload the above vacancy circular on the website of NDMC
2. PS to Chairman for information
3. PS to Secretary for information



NEW DELHI MUNICIPAL COUNCIL  
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SECRETARY'S ESTT. BRANCH

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Subject : Filling up one post of Director in New Delhi Municipal Council on deputation basis.

Applications are invited on deputation basis in NDMC for filling up one post of Director.

The format of the application and the details regarding pay scale, age, qualifications, experience and other conditions of eligibility etc. for the post is available on NDMC website [www.ndmc.gov.in](http://www.ndmc.gov.in). The last date of submission of application is 06.12.2017.

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*Virender Singh*  
06.11.2017  
(Virender Singh)  
Director (Personnel)  
Tel. No. 23744227

